



PRORATION! A CUT ABOVE (AND BELOW)

Proration has hit the two year college system hard this year, to the tune of 6.5%. Making this process far more difficult is the fact that proration was announced 9 months into the fiscal year forcing a reduction after much of the college's budget has already been spent or committed. Even though proration was not officially announced at 6.5% until May, 1991, it will effect the total budget initiated in October, 1990.

Everyone is encouraged to do their part in helping during these extreme times.

TRAVEL REIMBURSEMENT

Last month, as a measure of saving money, Governor Guy Hunt ordered that "all travel should be suspended other than that determined to be essential to the public safety, health or welfare of the state." Chancellor Gainous supported this effort by asking all system presidents not to request approval for out-of-state travel.

In-state travel is reimbursed on a per diem basis of \$50 a day for overnight travel and .25 a mile for use of a private vehicle. Out-of-state travel is reimbursed on actual expenses. Receipts for all expenditures are required for reimbursement.

EMPLOYEE EVALUATIONS

Annual employee evaluations will be conducted this month for all college employees paid under salary schedules B, C, E and H. Forms and procedures will be similar to those evaluations issued last spring.

Employee supervisors have been instructed to complete the evaluations, place them in a sealed envelope and submit them to the President's Office by May 31, 1991. All employee evaluations are personal and confidential.

REGISTRATION FOR SUMMER

The dates for registration are as follows:

- May 17, 1991 - 15th Street Only
- May 22, 1991 - Early Registration
- May 23, 1991 - Early Registration
- June 10, 1991 - Regular Registration
- June 11, 1991 - Regular Registration

All registration will take place on the Skyland Campus. There will be no registration on 15th Street.

BAD NEWS BEARS

Shelton State's version of the Bad News Bears has opened the softball season with a 4-1 record. Participating in PARA, the Shelton State "Firecrackers" are sponsored by the Alabama State Fire College.

Members of the team include Shelton employees **Pauline Boler, Beth Englebert, Judy "The Slammer" Johnson, Susan Lavelle, Karen Crombie, Julie Smelley, Kim Hinton, Pam Davis, Betty Brown, Tammy Taylor, Kathy Simmons and Liz Smelley.** The team is coached by **Johnny "Bear" Meyer.**

Judy Johnson is the teams leading hitter with two home runs. College employees are encouraged to come out to the park and support our team!

Game schedules can be obtained by calling the PARA offices at 553-3671

GRADUATION CEREMONIES 1991



Graduation has been set for May 30, 1991. The ceremony will take place in the Bama Theater at 7:00p.m. The Honorable Victor Poole will give the commencement address.

In addition to awarding the degrees and diplomas to the students, Dr. Umphrey will also award two honorary degrees to Beatrice H. Morrison and John Lemley Morrison.

EMPLOYEES RECEIVE DEGREES

Four full time support staff employees are scheduled to receive degrees during graduation ceremonies this month. They are Holly Gwin, Paul Sellers, Kim Harbin, and Yvonne Robinson..

Holly works as the Secretary for the Counseling Center, she is receiving an Associate in Applied Science - General Studies.

Paul is the Assistant Data Processing Officer in the Business Office, he is receiving an Associate in Applied Science - Data Processing.

Kim is the Secretary for Title III, she is receiving an Associate in Applied Science - General Business.

Yvonne is a Financial Aid Clerk, she is receiving an Associate in Applied Science - Office Administration.

Congratulations Holly, Paul, Kim, and Yvonne.

EMPLOYEE PROFILE: THE SHELTON STATE FAMILY

As Administrative Assistant for the Alabama Fire College, **Kaye Mitchell** will soon be marking her 10th anniversary at Shelton State. Her responsibilities include assisting the Executive Director and Deputy Director in the financial management of the Fire College, and coordinating the day work schedule of the Fire College support staff.

Kaye is married to former County Coroner and State Legislator, **Earl Mitchell**, and they have three children, **Rena Mitchell McKinney**, 27, **Reggie Mitchell**, 22, and **Michael Eidson**, 27, all of Northport. Kaye enjoys crafts, gardening, and collecting antiques. She is looking forward "to the day when I have a grandbaby to spoil."

Kaye says the thing she enjoys most about Shelton State "is the relationship I have with other Shelton employees. I have made a lot of wonderful friends here."

NEA AEA ESPO UPDATE

On April 19, ESPO members met to discuss several issues. This meeting dealt with issues such as ESPO dues, the Belinda Hughes Scholarship, and the election of new officers.

Concerning the Belinda Hughes Scholarship, it was decided that members of the support staff would work as a committee to generate nomination criteria. These criteria will be used in the selection of the Belinda Hughes Scholarship recipient. The staff committee will recommend to the foundation the name of the student to receive the scholarship.

The ESPO dues will be increased starting next year. The dues have been raised from \$5.00 to \$10.00 per year. Members are required by the AEA/ESPO constitution to pay local dues. If a person does not pay local dues, he or she cannot be a member of the AEA/ESPO organization.

ESPO officers were elected at the meeting. The President for the coming year will be **Betty Brown**. The Vice-President will be **Rhonda Shirley**. **Jackie Sims** will be the Secretary, and **Jean Mack**

will be the Treasurer. Please remember that the President's term is one year. The Vice-President's term is one year, and he or she moves up to become the President for the coming year. Elections are held to replace the Vice-President/President-elect, not the President. The position of Secretary is held for one year. The position of Treasurer is held for five years.

AUDIX REMINDER

Don't forget to check your "voice mail box" at least twice a day for messages. It is also important that messages are deleted due to limited storage capacity of the AUDIX system. If you have any questions or problems, call Chuck Bearden.

SPRING FLING 1991

The college's annual "Spring Fling" will be Friday, May 10 from 11:30 to 1:30 at the 15th Street Campus on the lawn across from the Morrison Industrial Training Center. Fried catfish, hush puppies, baked beans, and cole slaw will be served.

Last year's fling is best remembered for the water bombing of Dr. Tom Umphrey and Dr. David Freeman by the support staff. Who will be this year's target?

UNDERSTANDING PRORATION

By now everyone has heard that we are in a 6.5% proration. Exactly what does this mean? Proration occurs when the Governor decides to reduce the school's budget by a given percentage. This cut affects all of the allotted budget, not just the remaining amounts. If, for example, if you were given \$10,000 as your budget amount for the year, and a 6.5% proration is imposed, your original budget allotment would be decreased by \$650. Your budget for the year would now be \$9350. If you had been buying materials and supplies during the year thinking you had \$10,000 in your budget, you now have to trim away any future purchases to fit into the new prorated budget of \$9350. Now think of the cuts on a larger scale. The entire budgets allotted to all colleges will have to be cut by 6.5%. Instead of cutting only your budget, think how it would be to have to cut 6.5% from budgets ranging into the millions. For every million dollars you have in a budget, you have to cut \$65,000.

When proration hits, it affects all schools and departments in the Postsecondary system. No employee, department, or college is exempt from the cuts. As we try to provide services to students with our allotment from the state, we have to work with a piece of our budget missing.